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25 May 1950

MEMORANDUM FOR: Acting Director

SUBJECT: SIS Publications

NIS

1. We recognise the importance of the ~~SIS~~ basic intelligence publication, but our discussions over a period of months have been about the real current need for such a large number of the ~~SIS~~ now being produced, distributed and stored, and the expenses in producing them at this time.

2. We understand that the ~~SIS~~ publications totalled 3,000 copies each. Warehouses are now filled with unused copies. Then the SIS replaced ~~SIS~~, 1,200 copies were published including the 150 copies which go to . This number is now down to 800 and it is hoped that 750 copies will be adequate in July in place of the present 800, and it may be possible to bring it down to 600. The Navy, for example, recently cut its "requirements" from 300 to 150. The present largest "requirements" are:

		
Army	- 100	2
Navy	- 100	2
Air	- 150	2
State	- 13	2

From this number they can maintain two or three complete sets and many dozens of separate sections so that this publication can probably be used in each agency by many hundreds of people. We think that nowhere near that many people need copies for current use.

3. One master set with necessary negatives for maps and cuts will be kept by CIA for use in rapid reproduction to meet future emergency needs, when a large number of copies will undoubtedly be useful. The Chief, Reproduction Branch of CIA's Services Division, Administrative Staff has assured us that the present reproduction system is best, rather than changing to a duplomat system in storing the stencils for future use.

4. CIA will also keep some published extra copies for current and future unforeseen needs (not of an emergency nature). Instead of the present 10 bound copies and 40 unbound copies in this extra stock, we think that

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a very few number of bound copies and a very few dozen extra copies unbound (to the nearest 50 in the printed run) will be enough until the emergency comes.

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6. Accordingly COADS recommends that:

a. The NIS Division of the Office of Reports and Estimates in the CIA and the NIS Interdepartmental Committee devote themselves to the substantive production of the National Intelligence Survey and give up factors pertaining to the distribution of their end product.

b. OCD survey the components of CIA again and also the outside agencies (members of the Intelligence Advisory Committee and eventually maybe other Government departments) to determine how few (not how many) copies of the NIS are now really needed in printed form for current usage (both bound and unbound). Maybe the 150 now distributed to [] can also be cut down.

It should be taken into consideration that an unbound set can be divided for use by many different components who work for complementary or different parts of the world and do not overlap. It should be noted that such basic intelligence publications undoubtedly are not consulted daily by the user; so a small section can easily borrow this publication when necessary from a nearby larger section in the same agency. Every office does not need its own copy of this voluminous and expensive publication or even the section pertaining to its own country when such a section is readily enough available for its use when needed. This determination should also be based on (1) the small reserve stock maintained in CIA and (2) the fact that CIA will print additional copies to satisfy utilization needs. (Paragraphs 3 and 4 above)

mobilization

PRISCOTT CHILDS, Chief
Coordination, Operations
and Policy Staff

cc: Management
Admin. Staff
AD/ODA
AD/ODB

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